



## **MEETING MINUTES**

### **Culture and Arts Commission November 16, 2017**

1. **CALL TO ORDER/ROLL CALL:** Chair Pamela Gamble called the meeting of the Culture and Arts Commission to order at 6:40 p.m. Commissioners present: Chair Pamela Gamble, Jeanne George, Pamela Madden, and Melodie Tobin. Commissioners Excused: Commissioner Bardi Rosman Koodrin. Staff: Tim Wallace and Ludmer Aker.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Jeanne George led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **APPROVAL OF MINUTES:** **MSC Tobin/Madden** to approve the minutes of the September 21, 2017 Culture and Arts Commission meeting. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **CONDUCT OF BUSINESS:**
  - a. Update on City Art Fund Balance – Superintendent Wallace handed out the current balance sheet of the City Art Fund to the Commission. The current balance as of September 30, 2017 is \$210,065.26. Superintendent Wallace added that large portions of that balance would be used for the artwork around the new Recreation and Aquatics Center over the next few years.
  - b. Discussion of Cancellation of December Meeting – **MSC Tobin/Madden** to cancel the Commission's December meeting. Approved unanimously.
8. **UNFINISHED BUSINESS:**
  - a. Status of Speaker Invitation – Superintendent Wallace said that Beth Mostovoy declined the Commission's invitation to speak because of ongoing scheduling conflicts with her own commission. The Commission agreed to table selecting another speaker until the return of Commissioner Rosman Koodrin.
9. **ITEMS FROM STAFF:** Superintendent Wallace told the Commission that they had extended the Request for Proposals for the Traffic Signal Controller Boxes to December 29, 2017.

**Commissioner Tobin** asked if we could put the Request for Proposals advertisement on the traffic signal controller boxes and Superintendent Wallace said he would look into it and report back to the Commission.

10. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** **Commissioner Tobin** asked staff to look into hiring professional artists for the Traffic Signal Controller Boxes if the Request for Proposals does not have enough submissions.

**Commissioner Tobin** also requested for an update on the “Reflections Sculpture” artist statement and the “Journeys of the Imagination” backpack repair. Superintendent Wallace said he would follow up with the Facilities Supervisor and let the Commission know at their next meeting.

11. **ADJOURNMENT:** With no other business to be conducted, **Chair Gamble** adjourned the meeting at 7:01 p.m.

Respectfully Submitted,

Ludmer Aker  
Executive Assistant  
City of San Bruno